

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

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2017 NOV 21 AM 11:31

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The original *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☐ A copy of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Louisiana Sugar Cane Foundation, Inc.

Travel date(s): November 16 - 18, 2017

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input checked="" type="checkbox"/> Actual Amount	344.20	239.00	120.00	

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): This was an educational trip that visited all aspects of the sugar cane industry. The first day included a stop at a USDA research facility followed by a stop to John Deere to see where equipment is made. The next day, we visited a local farm, toured a raw sugar mill, and then a sugar refinery. The day that we left consisted of a brief discussion over breakfast.

11/21/17 Marcie Smith Marcy Smith
(Date) (Printed name of traveler) (Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

11/21/17 John Hudg
(Date) (Signature of Supervising Senator/Officer)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Marcie Smith

Employing Office/Committee: Senator John Kennedy

Private Sponsor(s) (list all): Louisiana Sugar Cane Foundation, Inc.

Travel date(s): November 16, 2017 - November 18, 2017

*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*

Destination(s): Houma, LA; Thibodaux, LA; Labadieville, LA; Gramercy, LA; New Orleans, LA

Explain how this trip is specifically connected to the traveler's official or representational duties:

As a legislative assistant, the traveler handles the agriculture portfolio for the office. This trip will give her firsthand knowledge of many elements of the sugarcane industry.

Name of accompanying family member (if any): N/A

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

10/12/17
(Date)

Marcie Smith
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, John Kennedy hereby authorize Marcie Smith
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

10/12/17
(Date)

John Kennedy
(Signature of Supervising Senator/Officer)

Smith, Marcie (Kennedy)

From: Louisiana Sugar Cane Foundation <lscf@bellsouth.net>
Sent: Wednesday, October 11, 2017 4:34 PM
To: Smith, Marcie (Kennedy)
Subject: Please join us for a tour of the Louisiana Sugar Industry
Attachments: Senate Staffer Invite.pdf; ITINERARY 2017.pdf; Senate Travel Forms.pdf; 2017 Senate Staffer Invitation List.pdf

Importance: High

Dear Senate Staffer,

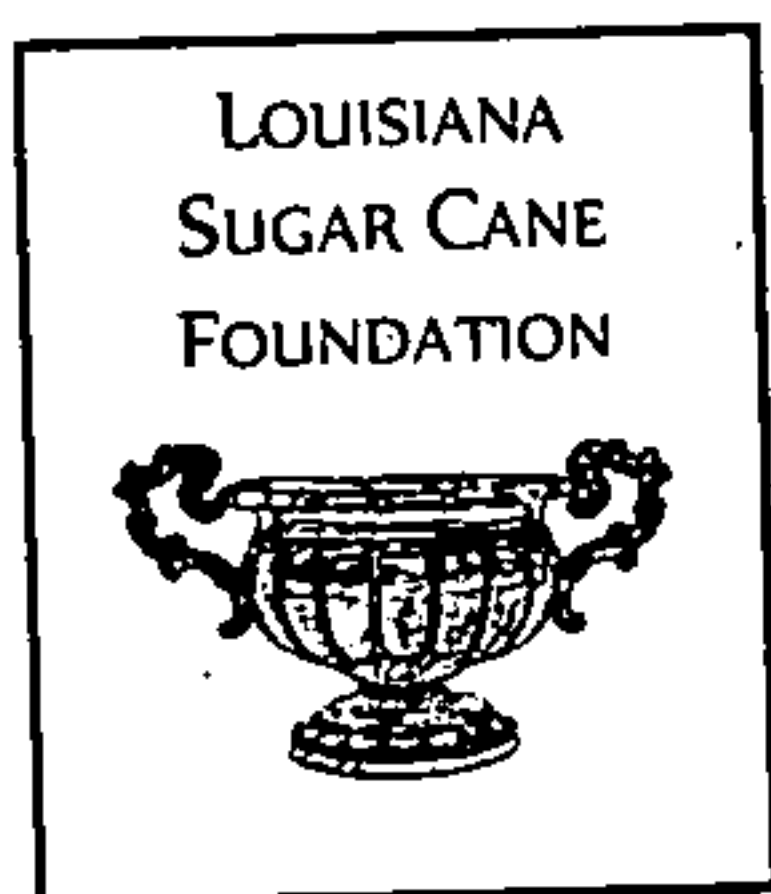
Please find the attached information concerning the congressional staff tour of the Louisiana Sugar Industry November 16-18, 2017.

You will need to turn this in to the Senate Ethics Committee before Friday, October 13 for their approval.

Space is limited, please reply soon.

Thanks,

Nannette Bourgeois
Administrative Assistant
Louisiana Sugar Cane Foundation
985-414-1697
lscf@bellsouth.net



LOUISIANA SUGAR CANE FOUNDATION, INC.

P. O. Box 874
Thibodaux, LA 70302
e-mail: lscf@bellsouth.net

Kenneth Gravois, President
Daniel Viator, Secretary
Mike Sternfels, Treasurer

September 8, 2017

To Prospective Tour Participants –

The Louisiana Sugar Cane Foundation, Inc., a non-profit organization founded to increase public awareness of the Louisiana sugar industry through education and stewardship opportunities, is sponsoring a congressional staff trip to Louisiana on November 16-18, 2017. The purpose of the trip is to give staffers an opportunity to tour the Louisiana sugar industry to gain firsthand knowledge of sugarcane research, harvesting and processing operations, and to discuss the impact of the sugar industry on Louisiana.

The Foundation would like to extend an invitation to you to participate in this trip. As a tour participant, you will depart from Ronald Reagan National Airport on US Air flight # 5559 on Thursday, November 16, 2017 at 8:30 a.m., arriving in New Orleans International Airport at 10:31 a.m. From New Orleans, you will ride by chartered bus approximately one hour to the USDA-ARS Sugarcane Research Laboratory in Houma for a luncheon presentation outlining the history of the Louisiana sugar industry. After lunch, participants will be given a tour of the facility. This tour will focus on the research to improve sugarcane production practices to help farmers manage risks through improved plant breeding and varietal selection. You will depart Houma for Thibodaux to tour the John Deere Thibodaux plant, which manufactures cane harvesting machinery. Hotel accommodations for Thursday evening will be at the Hampton Inn in Thibodaux and a dinner is scheduled at 6:00 p.m. at the Donner-Peltier Distillery. The distillery uses raw sugar and molasses produced by Lafourche Sugars for the production of their rum products. You will return to the Hampton at 8:45 p.m.

On Friday, participants will be given a tour of farming operations in Labadieville, followed by a tour of Lafourche Sugars, a raw sugar factory, in Thibodaux to observe the process to make raw sugar from ~~sugarcane~~ sugarcane. Lunch will be served at Lafourche Sugars. Here Dr. Mike Salassi, an agricultural economist with the LSU Ag Center, will discuss the impact of the sugar industry on the Louisiana economy. Following lunch, you will travel to Louisiana Sugar Refinery in Gramercy. Here you will observe the process of producing refined sugar from raw sugar. After departing this tour, you will arrive at the Astor Crowne Plaza in New Orleans where you will be staying for the night. That evening, dinner will be provided at a nearby restaurant. On Saturday morning, breakfast will be provided at 7:30 a.m. in a designated room of the Astor Crowne Plaza. At 8:30 a.m., a shuttle will transport you back to the New Orleans airport for your USAirways flight #5559 departing New Orleans at 11:01 a.m. arriving Washington Reagan at 2:26 p.m. The Foundation will assume all travel, lodging and meal expenses associated with the trip. Vouchers will be distributed to cover the costs of local transportation to and from National Airport.

We hope you will be able to join the Foundation on this fact-finding trip. We believe it will be a worthwhile experience and that you will gain a better understanding of the Louisiana sugarcane industry. Space is limited, so please advise us as soon as possible if you will be able to participate or if you have any questions. The best way to contact us is via e-mail at lscf@bellsouth.net. Someone will return your call as soon as possible.

Kenneth Gravois

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PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors):
Louisiana Sugar Cane Foundation, Inc.
2. Description of the trip: Fact-finding, informational tour of the Louisiana sugarcane industry.
3. Dates of travel: Thursday, November 16, 2017 to Saturday, November 18, 2017
4. Place of travel: Houma, LA; Thibodaux, LA; Labadieville, LA; Gramercy, LA; New Orleans, LA
5. Name and title of Senate invitees: see attached list
6. I certify that the trip fits one of the following categories:
☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
OR
☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
AND
☒ I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I certify that:
☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
AND
☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

OR

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

OR

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The Louisiana Sugar Cane Foundation is the sole sponsor and will organize and conduct the trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The mission of the Foundation is to increase public awareness of the LA sugar industry. The purpose of

the trip is to give staffers an opportunity to tour the sugar industry and to gain firsthand knowledge of

sugarcane research, production and processing operations, and the impact on the local economy.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

This is the eighth trip that the Louisiana Sugar Cane Foundation has sponsored. The first trip was held

in November, 2009.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

The Foundation supports Ag in the Classroom (a program sponsored by the Louisiana Farm Bureau),
the Ag Leadership program sponsored by the LSU AgCenter, and other scholarships to Louisiana
state universities.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$886.28	\$239.00	\$150.50	

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip involves events that are arranged and organized specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

To provide first-hand knowledge and experience of the inner working of the Louisiana sugar industry.

19. Name and location of hotel or other lodging facility:

Hampton Inn, Thibodaux, LA

Astor Crowne Plaza, New Orleans, LA

20. Reason(s) for selecting hotel or other lodging facility:

1. Located on the tour route and in the Bayou Lafourche sugar region.

2. On route and close proximity to the site where sugarcane was first grown by the Jesuit priests

on Baronne St.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

The daily expenses will be under the Federal Government per diem rates for lodging and meals.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Coach class airfare on American airlines and a 25-passenger mini-coach for local travel.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None

25. I hereby *certify* that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):

Signature of Travel Sponsor:

Kenneth Gravois

Name and Title: Kenneth Gravois, President

Name of Organization: Louisiana Sugar Cane Foundation, Inc.

Address: P. O. Box 874, Thibodaux, LA 70302-0874

Telephone Number: 225-281-9472

Fax Number: _____

E-mail Address: lscf@bellsouth.net

**TENTATIVE ITINERARY FOR
CONGRESSIONAL STAFF TOUR
(November 16-18, 2017)**

Thursday, November 16, 2017

- 8:30 a.m.** Group leaves on American airlines flight # 5559 from Washington-Reagan National Airport.
- 10:31 a.m.** Group arrives New Orleans International Airport.
- 10:50 a.m.** Group Leaders will pick up the group at the New Orleans Airport and transport the group for the duration of the trip.
- 12:00 p.m.** Lunch and tour briefing at the USDA-ARS, Sugarcane Research Laboratory in Houma. During this lunch, a briefing on the history of the Louisiana sugarcane industry and a description of the process of creating sugar from cane will be provided.
- 1:00 p.m.** Tour the USDA-ARS, Sugarcane Research Laboratory. This tour will focus on the research to improve sugarcane production practices to help farmers manage risks through improved plant breeding and varietal selection.
- 2:30 p.m.** Depart for a tour of the John Deere Thibodaux Factory
- 3:00 p.m.** Arrive at John Deere Thibodaux Factory, the largest producer of sugarcane harvesting equipment and a driving force of the local economy.
- 4:30 p.m.** Depart John Deere Thibodaux Factory for the Hampton Inn in Thibodaux.
- 4:45 p.m.** Arrive at the Hampton Inn in Thibodaux.
- 6:00p.m.** Depart for dinner and tour of the Donner-Peltier Distillery. This distillery uses raw sugar and molasses produced by Lafourche Sugars for the production of their rum products. Here the group will interact with growers and processors with discussions of important sugar industry issues. Dinner will be served consisting of Louisiana delicacies.
- 8:30 p.m.** Depart from the Donner-Peltier Distillery for the Hampton Inn in Thibodaux.
- 8:45 p.m.** Arrive at Hampton Inn for the night.

Friday, November 17, 2017

Please check out before leaving for tours. You will not return to this hotel. Continental breakfast will be in lobby of hotel prior to our departing.

- 8:30 a.m.** Depart Hampton Inn for a field tour of Brian Harang's sugarcane farm (Georgia Plantation) in Labadieville.
- 8:50 a.m.** Arrive at farm to observe the various steps for growing and harvesting sugarcane.
- 10:45 a.m.** Depart farm for Lafourche Sugars, a raw sugar factory in Thibodaux.
- 11:00 a.m.** Arrive at Lafourche Sugars to observe the various steps for processing sugarcane into raw sugar.
- 12:45 p.m.** Lunch will be served at Lafourche Sugars. During lunch, Dr. Mike Salassi, Agricultural Economist with the LSU AgCenter, will discuss the impact of the sugar industry on the Louisiana economy.
- 1:45 p.m.** Depart for Louisiana Sugar Refinery in Gramercy, LA
- 2:30 p.m.** Arrive at Louisiana Sugar Refinery for refinery tour. This tour will discuss the process of converting raw sugar into refined sugar.
- 4:45 p.m.** Depart for the Astor Crowne Plaza in New Orleans.
- 6:00 p.m.** Arrive at the Astor Crowne Plaza
- 7:15 p.m.** Depart for dinner at Bourbon House.

Check out prior to breakfast.

- 7:30 a.m.** Breakfast Briefing - meeting room in the Astor Crowne Plaza.
- 8:30 a.m.** Van shuttle will transport you back to the New Orleans airport for your American Airlines flight # 5559 departing New Orleans at 11:01 a.m. arriving Washington Reagan at 2:26 p.m.

2017-11-17 15:23:23

2017 Senate Staffer Invitation List

STAFFER NAME	SENATE OFFICE	
Ron Anderson	Sen. Bill Cassidy	LA
Casey Atteberry	Sen. Michael Crapo	ID
Brent Blevins	Sen. Luther Strange	AL
Patrick Bond	Sen. Claire McCaskill	MO
Morgan Carter	Sen. Richard Shelby	AL
Katelyn Conner	Sen. Mitch McConnell	KY
Pam Davidson	Sen. Bill Cassidy	LA
Judd Gardner	Sen. Jerry Moran	KS
Geoffrey Green	Sen. John Kennedy	LA
Daniel Hale	Sen. David Perdue	GA
Brett Harris	Sen. Roger Wicker	MS
Tracy Henke	Sen. Roy Blunt	MO
William Kelleher	Sen. John Kennedy	LA
Joe Kristol	Sen. Tom Cotton	AR
Jennifer Lauterbach	Sen. John Kennedy	LA
Malcolm McGeary	Sen. Ron Wyden	OR
Bennett Mize	Sen. Thad Cochran	MS
Romel Nicholas	Sen. Orrin Hatch	UT
Alyssa Pettus	Sen. Richard Shelby	AL
Cody Sanders	Sen. Luther Strange	AL
Mike Schmidt	Senate Ag Committee	
Jacqueline Silvers	Sen. Catherine Cortez Masto	NV
Jacob Smith	Sen. Roger Wicker	MS
Jason Smith	Sen. Patty Murray	WA
Marcie Smith	Sen. John Kennedy	LA
Skylar Sowder	Sen. John Boozman	AR
Chris Stanley	Sen. John Kennedy	LA
John Steitz	Sen. John Kennedy	LA
Kevin Turner	Sen. Luther Strange	AL
Kyle Varner	Senate Ag Committee	
Brad White	Sen. Thad Cochran	MS
Shavenor Winters	Sen. Patty Murray	WA